

Summary of School Activities: PIRLS 2016 Main Study

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	November-December 2015	January-March 2016 Prior to assessment day	February-May 2016 Assessment day	Benefits
Principal	<ul style="list-style-type: none"> Designate a school coordinator 	<ul style="list-style-type: none"> Complete a brief School Questionnaire on the characteristics of the school, its enrollment, resources, policies, and learning environment (available online or hardcopy) Share the importance of participation in the study with school staff 	<ul style="list-style-type: none"> Support assessment day activities Encourage students to participate and do their best on the assessment 	<ul style="list-style-type: none"> Represent other similar U.S. schools Receive a \$200 check for the school
School coordinator	<ul style="list-style-type: none"> Select an assessment date convenient for your school 	<ul style="list-style-type: none"> Arrange the day and location for the PIRLS and ePIRLS sessions. Confirm dates and location with PIRLS assessment staff Provide class lists, student lists, and contact information for grade 4 students Notify teachers, selected students, and students' parents of the study and benefit of participating Work with assessment staff to identify students with special needs Coordinate the principal's completion of the School Questionnaire (online or hardcopy) Coordinate the teacher's completion of the Teacher Questionnaire (online or hardcopy) Collect parental consent forms where required and submit to PIRLS staff Run a systems check of the ePIRLS system 	<ul style="list-style-type: none"> Confirm space for assessment is problem-free Collect complete School and Teacher Questionnaires (if not completed online) and give to assessment staff Ensure all sampled students attend the assessment session Meet with assessment staff and provide feedback about the assessment process 	<ul style="list-style-type: none"> Receive a \$100 check Receive an additional \$50 for running the ePIRLS system check, and assisting with computer setup. These components may be delegated to a school IT coordinator if necessary.
Teachers of sampled classes		<ul style="list-style-type: none"> Complete Teacher Questionnaire and return to school coordinator prior to assessment day (if not completed online) 		<ul style="list-style-type: none"> Receive a \$20 check Represent the United States in preparations for the international study
Selected Students			<ul style="list-style-type: none"> Attend the assessment session, complete the assessment and Student Questionnaire 	<ul style="list-style-type: none"> Receive a small thank-you gift Represent the United States in preparations for the international study
RTI International assessment staff	<ul style="list-style-type: none"> Work with the school to set an assessment date Help school coordinator 	<ul style="list-style-type: none"> Call the school coordinator to discuss assessment day location(s) and student participation Select classroom sample and notify school of selected classes 	<ul style="list-style-type: none"> Conduct assessment from start to finish Furnish all the assessment materials, 	<ul style="list-style-type: none"> Ensure quality and uniformity of data collected across the United States

	<p>with assessment details and logistics</p> <ul style="list-style-type: none"> ▪ Protect school and student confidentiality 	<ul style="list-style-type: none"> ▪ Provide School and Teacher Questionnaires to the school coordinator for distribution 	<p>pencils, and test booklets</p> <ul style="list-style-type: none"> ▪ Conduct a brief debriefing interview with the school coordinator at the end of the assessment ▪ Maintain security of all materials 	
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For additional information, go to <http://nces.ed.gov/surveys/pirls/index.asp>.